

S-E-C-R-E-T

OFFICE OF TRAINING

NOTICE
NO. 9-54

5 April 1954

SUBJECT: Requisitions Requiring Purchase Action Chargeable to
Funds Allocated for Fiscal Year 1954


REFERENCE: Agency Notice 

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1. In order to provide sufficient time for the completion of purchase actions by the Logistics Office, all requests for articles to be purchased with funds allocated for Fiscal Year 1954 must be submitted to the Supply & Services Branch, OTR, in accordance with the following deadlines:

<u>Type of Requisitions</u>	<u>Deadline Date</u>
Supplies, equipment, or services exceeding \$2,000 total, which require <u>contract</u> action by the Logistics Office	23 April 1954
Military equipment and supplies	
Stock items	7 May 1954
Non-stock items	23 April 1954
Supplies, equipment, or services not falling in above categories	24 May 1954

2. Every effort will be made to process bona fide emergency requests received after the deadlines. Those that cannot be processed will be returned to the originator for reconsideration and submission after 1 July 1954.


MATTHEW BAIRD
Director of Training

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Distribution: Division, Staff, and Branch Chiefs

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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